Walnut Creek Homeowners Association

Board of Directors Meeting November 14, 2022

Via Zoom

Minutes

The meeting was convened at 7:04.

Clyde Lutter,, Patrice Williams-Johnson , Gordon Umbarger, David Goldstein and David Nocket Members of the Board and Mike Coburn, Community Manager were present.

The Minutes of the October 10, 2022 meeting were approved.

Management reported that the assets of the Association as of October 31, 2022 were $482,270.20

Manager’s Report

* Mike Coburn reported that the semi-annual architectural inspections were complete and that 28 violation notices would be mailed this week. A member of the Board noted that he had observed some structural violations and would be forwarding them to Mike to be processed.
* Mike reported that he was able to put notices on several vehicles with tow warnings. His recommendation is that the parking lots be re-striped to be able to verify violators. **The Board instructed Mike to engage a contractor with whom he had worked provided the bid was competitive.**
* Mike Coburn requested direction on Pak Lawn Service doing a single leaf collection at a cost of $4,500 an increase of $300 from last year. **The Board approved hiring Pak for this service and asked that the community be given a week’s notice in advance. Mike will post the information on the Walnut Creek website.**
* Mike reported that Tom Kiley had agreed to assist the community in management of the website.

**The Board of Directors approved the proposed budget for 2023 with a 5.5% increase noting that there had not been an increase in assessments in 5 or more years.**

The meeting adjourned at 8:20 PM.

**These minutes were prepared by Mike Coburn for approval by the Board of Directors**

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